



Request for Proposals
To Design, Construct and Integrate
Wireless Broadband Network
For Houston Public Works
Through A Design-Build Agreement

City of Houston
Date Issued 12/20/2019



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A. GENERAL INFORMATION

A.1. **PURPOSE**

The City of Houston, Houston Public Works (HPW) department, is seeking competitive detailed Proposals (individually, a "Proposal" and collectively, "Proposals") from design-build teams ("Proposers") interested in pursuing a Design-Build Agreement (DBA) to deploy a Wireless Broadband Network (WBN) Project ("Project"). As used in this procurement, the term Proposal means a Proposer's complete response to this Request For Proposals (RFP).

It is the City of Houston's intent to retain a highly qualified design-build team with extensive experience in the field of design, construction and integration of Wireless Broadband Networks. The City of Houston considers a comparable project to be any WBN project of similar size, scope, value and complexity, whether or not such a project was delivered through a DBA or otherwise.

Proposers are requested to carefully review the contents of this document and submit a Proposal in accordance with the instructions provided as the selected team will be required to comply with its requirements. This RFP is intended to provide interested proposers with sufficient basic information to submit proposals meeting minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or essential data. It is understood that the contracting agency is the City of Houston.

A.2. **GENERAL PROJECT DESCRIPTION**

City of Houston is issuing this RFP to Design and Implement its next-generation 4G Long Term Evolution (LTE) broadband infrastructure. The focus will be to seek a design and implementation solution needed to meet the current and future technological needs allowing for Houston Public Works Service Lines to utilize enhanced market opportunities. LTE Broadband Distribution Base Stations to be geographically designed leveraging existing City Assets as needed (See list of available assets - attachment #1) to circumference 660 square miles having capabilities to achieve redundant coverage to end user nodes, while providing sufficient propagation to achieve a minimum data throughput of 20mbps download / 10mbps upload speeds with a scalability to 40+mbps download / 20+mbps upload speeds. LTE data backhauled leveraging FCC Licensed Microwave capable of capacities of 1Gbps over a carrier grade Multiprotocol Label Switching (MPLS) routed network. Proposer shall provide an end node design and implementation solution that supports multiple handoffs of IPv4/IPv6, layer2/layer3 connections with failover WAN capabilities as defined in the RFP.

A.2.a. **INFRASTRUCTURE**

The infrastructure of the proposed communication WBN include the followings requirements for equipment, communication type and methodology, and network capabilities. Replacement of legacy/existing equipment shall be considered and included in this proposal. Replaced legacy/existing equipment shall be returned to the City. Structural repairs/modifications to Towers or Water Tank use for Network communication will **not be part of this project and will be performed through a separate bid process project.**



- **Last Mile Network**

Proposer shall establish a 4G (LTE) broadband infrastructure to provide last mile services from base stations to end node locations.

- Fixed Wireless TD-LTE 3.5ghz Band 42,43 Part 96 CBRS compliant software defined equipment.
- Utilizing 4 sector Near/No line of Site (NLOS) transmitters and 65-degree antennas.
- Distributed Evolved Packet Core (EPC) at each Base Station.
- Proposer is to submit a comprehensive Radio Network Plan (RNP) with addition to a forecasted Propagation Map with expected performance capacities.
- Support communications to failover NMS, Authentication server, and EPC's
- Base Station to support a minimum of 150 CPE connection per sector
- Proposer to provide an all outdoor PoE Customer Premises Equipment (CPE)
- CPE to be IP67 rated
- CPE to provide OSI layer 2 tagged and untagged vlan handoffs
- CPE must support IPv4, IPv6
- Minimum data throughput of 20mbps download / 10mbps upload speeds with a scalability to 40+mbps download / 20+mbps upload speeds
- Proposer shall facilitate all FCC frequency coordination, licensing, and close out documentation

- **Distribution Network**

Proposer shall establish a robust carrier grade microwave backbone infrastructure to support interconnected base stations using hub and spoke design.

- Carrier Grade, FCC Licensed, 6, 11, or 18 ghz, Frequency-division duplexing (FDD) transmitters.
- Distribution wireless and wired equipment must be the same make and model as used in core network to simplify inventory management.
- Point to Point (P2P) Links shall achieve and maintain a 99.99% reliability while providing 500mbps throughput to the core network.
- Proposer must provide all necessary network hardware to connect distribution station equipment including but not limited to switches, routers, cables.
- The Proposer shall be responsible for obtaining all required tribal, environmental, NEPA, SHPA, FAA, FCC, and any other miscellaneous studies and licenses necessary to commission the entire radio communications system at all the network sites including FAA Studies and Determinations and modifications to FCC Antenna Structure Registrations
- The Proposer shall be responsible for any and/or all frequency coordination, modifications to existing licenses, engineering documentation, submittals, and applications, FCC applications, FCC filings, waivers, close out documentation, etc. for the licensing of the communication system frequencies and any licensing work required in this RFP.



- **Core Network**

Proposer shall establish a robust multi-layer interconnecting-data-transport ring network allowing for efficient bandwidth distribution preventing aggregated bottlenecks and maintaining multiple paths to each core network location.

- Carrier Grade, FCC Licensed, 6, 11, or 18 Ghz, Frequency-division duplexing (FDD) transmitters
- Core wireless and wired equipment must be the same make and model as used in distribution network to simplify inventory management.
- Point to Point (P2P) Links shall achieve and maintain a 99.99% reliability while providing 1gbps across transport rings.
- Proposer must provide all necessary network hardware to connect core station equipment including but not limited to switches, routers, cables.
- The Proposer shall be responsible for obtaining all required tribal, environmental, NEPA, SHPA, FAA, FCC, and any other miscellaneous studies and licenses necessary to commission the entire radio communications system at all the network sites including FAA Studies and Determinations and modifications to FCC Antenna Structure Registrations
- The Proposer shall be responsible for any and/or all frequency coordination, modifications to existing licenses, engineering documentation, submittals, and applications, FCC applications, FCC filings, waivers, close out documentation, etc. for the licensing of the communication system frequencies and any licensing work required in this RFP.

- **Network Infrastructure**

Proposer shall establish Managed MPLS network. The network should support desired hub and spoke, and also any-to-any communication between sites. While designing the network, Proposer should give due consideration to scalability to accommodate any expansions and / or changes in the network in the future as per City of Houston's requirement. Proposer should adapt Future Expansion Design.

- The Proposer should submit their Project Management Plan report, monthly project closure report Resource Allocation plan etc. for implementing the MPLS services for City of Houston
- Design, develop, and implement MPLS services to locations utilized in design (see list of assets - attachment #1) for a secure, scalable, resilient and reliable, total-IP MPLS network.
- All Sites shall be able to directly connect to any other site over the MPLS network. Full-mesh connectivity is desired.
- Incorporate a Network Management Systems (NMS) to allow City of Houston to conduct performance/trend analysis, capacity planning and to receive threshold alarms and event notifications.
- Provide City of Houston the ability to adjust bandwidth according to capacity planning study and recommend link adjustments on improperly (under/over) provisioned links.
- Provide a low-latency, highly reliable, high-speed MPLS service. The connection shall provide City of Houston the ability to conduct business operations as per the specified bandwidth requirements.



- The solution should support prioritization and bandwidth reservation for time-sensitive data/video/voice streams.
- The solution should adhere to industry security best practices and at minimum include IDS/IPS, with dedicated firewalls at each internet source.
- The solution will have two internet sources geographically separate. Internet services should be configured as automatic failover including all routes and firewall rules.
- The solution should provide the capability of handling VPN site-to-site and client-to-server connections.

- **Network Management**

Provide a solution with the Headend Authentication servers, Network Management System (NMS), and DHCP system which is deployed in geographic separate datacenters to ensure uptime in the event of a disaster. Solution must support real time replication and automatic failover in the event of an outage.

 - The network should be supported by a complete Network Management System (NMS) for monitoring all the circuits, remote terminals, and BW management.
 - NMS should support monitoring, control and configuration of the entire network by means of user friendly Graphical User Interfaces.
 - The NMS should have necessary security features for management, administration and operation
 - DHCP system shall be able to provide DHCP services for a minimum of 10 separate network segments. Each network segment has be supplied a unique DHCP scope.
 - Proposer shall provide server equipment at two City of Houston datacenters for geographic redundancy.
 - Server hardware provided at each location shall utilize OS virtualization for each service provided (IE. authentication, DHCP, NMS)
 - Server hardware used must provide additional capacity for future growth. Servers should be no more than 50% utilized after proposed implementation.
 - Provide 10 desktops with 20 monitors .

- **Facility Readiness**

All City owned facilities (IDF, MDF, Data Center, structure/facilities, Towers, Monopoles, Water tanks, etc..) used in the proposed infrastructure design shall include an upgrade or implantation of R-56 aligned grounding, 48-54vlt power distribution/management, Battery Backup, Cable management/waveguide, 19-inch Racks and mounting hardware, and to include all electrical circuits, permits, structural analysis, and licenses needed.

 - Proposer to perform structural analysis and mapping of the proposed Towers or Water Tanks used in the Network designed submitted
 - Structural analysis shall be performed to the ANSI/TIA/EIA 222-H standards.
 - Any failed structural analysis will have tower structure modifications performed **through a separate bid process project** to achieve passing structural.



- Tower/Tank grounding will be aligned with R-56 standards for the tower/tank and communication room.
- Existing grounding should be upgraded to be compliant
- R-56 grounding Standards for Structures, equipment, and Communication room
- Tower/Tanks will have the existing upgraded and or new cable management installed on Tower/Tanks and throughout cable path to the designated demarcation room.
- Cable management is to support snap-in hangers for a minimum of 7 allocation holes
- Proposer to install 2 post 19inch racks where needed for Last Mile Base Station and a 4 post 19inch rack at Core Backbone locations
- Proposer to provide a 48vlt to 54vlt power distribution system
- Power supply will be equipped with hot swappable rectifiers
- Power supply to have remote circuit reset functions
- Accommodate small gauge landings (10-18gauge)
- A rack mountable battery backup solution to sustain the proposed solution for up to 24hrs.
- The Proposer to prepare and submit all necessary forms and to obtain all permits, licenses, certificates, and clearances, as required.

A.2.b. END NODE USERS

This section outlines the requirements for equipment, communication type and methodology, and network need for each service facilities/areas that will be using the WBN infrastructure

- **Traffic Operations**

- 2250 intersections (attachment #2)
- Provide a new LTE CPE installation at City intersections that includes all mounting hardware and cabling
- Each intersection CPE installation shall be located for optimal performance
- All intersections will include a 10' extension pole mounting solution
- CPE's to be grounded to the existing grounding infrastructure
- Installations shall comply with Nation Electrical Code
- Traffic operation locations require a private static subnet assigned to a managed router provided to each location. This subnet should be accessible regardless of base station or access point used.
- Traffic Intersection end points require 14 usable IP subnet to be assigned to each location. Each endpoint should have a router capable of maintaining the same 14 usable IP subnet regardless of the WAN IP. The router should broadcast to the rest of the vlan what its new WAN IP is (using routing protocols) so other devices on the network will know how to route to the assigned subnet behind the router.
- Existing Wimax associated hardware, cabling, and accessories to be decommissioned and removed at the time of new LTE install.
- All equipment identified by Traffic Operations shall be updated with provided IP addresses and labels attached to cabinet doors that identifies assigned IP's
- All equipment and cables shall be mounted and secured causing no obstructions
- Power strips provided with a minimum of 5 outlets with a minimum 15amp capacity



- **Traffic Operations (CBD)**
 - 250 Central Business District intersections (attachment #2)
 - Implement a Point to Multipoint solution utilizing the same products as defined in the “Last Mile Network” section of the RFP.
 - Utilizing the 4x4 sector Base Station by splitting the transmitters into a 2x2 formation allowing distribution in an East/West or North /South formation
 - Use 2 narrow beam sector/panel antennas to reduce or minimize reflection and noise congestion down each corridor
 - Power and network cables will be run in existing conduit between the traffic Intersection Pole and the ITS cabinet.
 - Base Station and antennas to be mounted securely to the Traffic Pole with Traffic industry standard mounting hardware utilizing stainless steel banding without causing visual obstruction nor physically obtainability from the pedestrians.
 - Base Stations and Antennas to be grounded to the existing grounding infrastructure
 - Small compact AC to DC power supply to be provided that’s rated for a non-climate controlled environment.
 - Each Base Station location to have an industrialized, ruggedized Router/Switch provided with ethernet switching, routing, Fiber SFP and firewall functionalities.
 - For backhaul connectivity for Base Stations, existing City fiber in ITS cabinets down corridors Main St., Rusk St., and Capitol St. can be utilized. (attachment #2)
 - Remaining CBD locations will have a new LTE CPE installed that includes all mounting hardware and cabling
 - Each intersection CPE installation shall be located for optimal performance
 - CPE’s to be grounded to the existing grounding infrastructure
 - Installations shall comply with Nation Electrical Code
 - Traffic CBD locations require a private static subnet assigned to a managed router provided to each location. This subnet should be accessible regardless of base station or access point used.
 - Traffic Intersection end points require 14 usable IP subnet to be assigned to each location. Each endpoint should have a router capable of maintaining the same 14 usable IP subnet regardless of the WAN IP. The router should broadcast to the rest of the vlan what its new WAN IP is (using routing protocols) so other devices on the network will know how to route to the assigned subnet behind the router.
 - All equipment identified by Traffic Operations shall be updated with provided IP addresses and labels attached to cabinet doors that identifies assigned IP’s

- **Drinking Water Operations**
 - 50 Plants (attachment #2)
 - Drinking water locations require a private static subnet assigned to a router provided to each location which supports Cellular network failover. The static subnet should be available to the network regardless of which WAN interface is active.



- Drinking water plants end points require 28 usable IP subnets to be assigned to each location using a vlan hand off from LTE and cellular network. Each endpoint should have a router capable of automatic failover between LTE broadband and Cellular network while maintaining the same 28 usable internal IP subnets which are statically assigned to devices behind the router. The internal IP addresses should be made available to the LTE core network whenever traffic is diverted to the cellular network.
- Private VPN connections through cellular network to be configured back into the City Core MPLS network
- Provide a new LTE CPE installation that includes all mounting hardware and cabling
- Installations shall comply with Nation Electrical Code
- Existing mounting assets to be utilized. Where a mounting asset is needed, a 40' non-corrosive pole is to be installed
- All LTE CPE's are to be accessible via a 40' bucket truck
- Existing Wimax associated hardware, cabling, and accessories to be decommissioned and removed at the time of new LTE install.
- Project implementation shall be coordinated with Drinking Water Operations to minimize any outages to DWO plants

- **Waste Water Operation Plants**
 - 40 Plants (attachment #2)
 - Waste water treatment plants require a private static subnet assigned to a router provided to each location which supports either Cellular network failover or Fiber network failover. The static subnet should be available to the network regardless of which WAN interface is active
 - Waste water treatment plant end points require 28 usable IP subnets to be assigned to each location using a vlan hand off from LTE network. Each endpoint should have a router capable of automatic failover between Cellular and leased fiber network while maintaining the same 28 usable internal IP subnets which are statically assigned to devices behind the router. The internal IP addresses should be made available to the LTE core network whenever traffic is diverted to the Cellular or fiber network.
 - Private VPN connections through cellular network to be configured back into the City Core MPLS network
 - Provide a new LTE CPE installation that includes all mounting hardware and cabling
 - Installations shall comply with Nation Electrical Code
 - Rigid aluminum conduit to be installed for all cable runs.
 - Existing mounting assets to be utilized. Where a mounting asset is needed, a 40' non-corrosive pole is to be installed
 - All LTE CPE's are to be accessible via a 40' bucket truck
 - UPS to be provided with capacities to power all communication devices for a minimum of 12 hours
 - UPS must support IPv4, IPv6 and SNMP v1, v3
 - Remote functionalities of the UPS must include power reset functionalities
 - Remote monitoring from a centralized NMS should allow monitoring, managing, and controlling of all UPS's across the network



- SNMP alerts must include live status of power state. (example: Utility vs Battery)
- Project implementation shall be coordinated with Waste Water Operations to minimize any outages to WWO Plants

- **Waste Water Operation Lift Stations**
 - 400 Lift Stations (attachment #2)
 - Waste water lift station end points require 14 usable IP subnets to be assigned to each location using vlan hand off from LTE and cellular network. Each endpoint should have a router capable of automatic failover between LTE and Cellular network while maintaining the same 14 usable internal IP subnets which are statically assigned to devices behind the router. The internal IP addresses should be made available to the LTE core network whenever traffic is diverted to the cellular network.
 - Private VPN connections through cellular network to be configured back into the City Core MPLS network
 - Provide a new LTE CPE installation that includes all mounting hardware and cabling
 - Installations shall comply with Nation Electrical Code
 - Rigid aluminum conduit to be installed for all cable runs.
 - Conduits to be installed around outer perimeter of facility and not to obstruct existing operations.
 - Existing mounting assets to be utilized. Where a mounting asset is needed, a 40' non-corrosive pole is to be installed
 - All LTE CPE's are to be accessible via a 40' bucket truck
 - UPS to be provided with capacities to power all communication devices for a minimum of 12 hours
 - UPS must support IPv4, IPv6 and SNMP v1, v3
 - Remote functionalities of the UPS must include power reset functionalities
 - Remote monitoring from a centralized NMS should allow monitoring, managing, and controlling of all UPS's across the network
 - SNMP alerts must include live status of power state. (example: Utility vs Battery)
 - Existing Wimax associated hardware, cabling, and accessories to be decommissioned and removed at the time of new LTE install.
 - Existing Perpetual Power Unit (PPU), backup battery, and associated wiring to be decommissioned and removed at the time of new LTE install.
 - Install a 120volt/20amp outlet utilizing PPU electrical circuit and supply wiring.
 - Project implementation shall be coordinated with Waste Water Operations to minimize any outages to WWO Lift Stations

- **Customer Account Services**
 - 44 AMI collectors (attachment #2)
 - CAS locations require a private static subnet assigned to a router provided to each location which supports Cellular network failover. The static subnet should be available to the network regardless of which WAN interface is active.



- CAS end points require 14 usable IP subnets to be assigned to each location using a vlan hand off from LTE and cellular network. Each endpoint should have a router capable of automatic failover between LTE and Cellular network while maintaining the same 28 usable internal IP subnets which are statically assigned to devices behind the router. The internal IP addresses should be made available to the LTE core network whenever traffic is diverted to the cellular network.
 - Provide a new LTE CPE installation that includes all mounting hardware and cabling
 - Existing mounting assets to be utilized. Where a mounting asset is needed, a standardized 40' non-corrosive pole is to be installed.
 - All LTE CPE's are to be accessible via a 40' bucket truck
 - Private VPN connections through cellular network to be configured back into the City Core MPLS network
 - Existing Wimax associated hardware, cabling, and accessories to be decommissioned and removed at the time of new LTE install.
 - Project implementation shall be coordinated with Customer Account Services to minimize any outages to CAS's AMI
- **Houston Public Works Facilities**
 - 10 HPW locations (attachment #2)
 - Extend the core MPLS Routed network to the listed HPW locations
 - Utilize the same equipment as defined in the "Network Infrastructure" of the Infrastructure Section
 - Backhaul connectivity to utilize microwave equipment as defined in the "Distribution Network" of the Infrastructure Section
 - Where a HPW location coexist with the Core network, fiber should be utilized to extend the network in place of microwave
 - Where mounting assets are needed for the Point-to-Point microwave a 40' non-corrosive pole, Tower, or roof top sled mount are to be provided
 - Guidelines defined in "Facility Readiness" of the Infrastructure Section should be provided or performed at the listed HPW locations in attachment #2

A.3. PROJECT WEBSITE

For all Project related information and communications (RFP, addendum, etc.) see the Project webpage at:

<https://www.publicworks.houstontx.gov/transportation-drainage>

It is the responsibility of the Proposer to monitor the Project webpage for ALL Project related information and updates including any addenda. The Proposer is required to acknowledge, in the Executive Summary and Proposal Letter (Attachment #5), that they have received and reviewed all materials posted on the webpage.

A.4. PROJECT CONTRACT (DBA) DOCUMENTATION

The DBA for this Project will be a typical City of Houston contract to design, build, and integrate the WBN



described in this RFP. All standard City of Houston contract specifications can be found on the City of Houston webpage:

Standard Front End Documents:

<https://edocs.publicworks.houstontx.gov/engineering-and-construction/specifications/division-00-front-endgeneral-conditions/standard-front-end.html>

General Requirements:

<https://edocs.publicworks.houstontx.gov/engineering-and-construction/specifications/division-01-general-requirements.html>

These documents will be used to generate a single contract (DBA) for this Project. They will be modified to add Project specific details (scope, price, etc.).

A.5. MWBE REQUIREMENT

The City of Houston has determined that the MWBE goal for this Project is **11 percent**. In response to this RFP, Proposers shall include and identify team members to satisfy this MWBE goal.

Each Proposer shall submit a certification concerning MWBE requirements (Exhibit B) with its Proposal. Failure to provide the required MWBE certification shall be considered a breach of the Proposal requirements and shall render a Proposal non responsive.

A.6. CONFLICT OF INTEREST

Local Government Code Chapter 176 requires firms seeking to do business with the City of Houston to file a Conflict of Interest Questionnaire with the City Secretary, only if there is a business relationship noted. The current questionnaire can be found on the website of the Texas Ethics Commission. If nobody on the proposer's team has a business relationship with the City write N/A on the form and leave the remainder of the form blank.

Proposers are also required to adhere to FHWA's 23 CFR 636.116 for conflict of interest requirements for this design-build Project.

A.7. LIABILITY, BONDS AND INSURANCE

The Developer will be required to assume liabilities, to provide bonds (including warranty bonds), and insurance coverage, and to indemnify and defend the City of Houston against third party claims as specified in the DBA. Special provisions concerning forms of security, bonding, guarantees, insurance and indemnity will be set forth in the DBA.

A.8. PUBLIC INFORMATION ACT (DISCLOSURE WAIVER)

Each Proposer, by submitting a Proposal to the City of Houston in response to this RFP, consents to the disclosures described in this RFP and all other disclosures required by law and expressly waives the right to contest, impede, prevent or delay such disclosure, or to initiate any proceeding that may have the effect of



impeding, preventing or delaying such disclosure, under Texas Government Code Chapter 552 (the “Public Information Act” or the “Act”), the Code, the Rules or any other law relating to the confidentiality or disclosure of information. Under no circumstance will the City of Houston be responsible or liable to a Proposer or any other party as a result of disclosing any such materials. Proposer hereby further agrees to assist the City of Houston in complying with these disclosure requirements.

A.9. WARRANTY

The Proposer shall warrant all hardware, software, design and workmanship for a period of two (2) years after the date of Final or Sub-System Acceptance of the Project by the City. Sub-Systems will be defined during design phase. During the two (2) year warranty period, responses to technical support for hardware, software, design and workmanship issues must follow these criteria:

- Verbal (on-site or remote) technical support must be available 24/7 from manufacturer to the City;
- Verbal (on-site or remote) technical support response from the manufacturer must be within 2 calendar hours to the City;
- The Proposer or representative must visit the site within 24 calendar hours (including site visit, issue verification, etc.) of receiving notification from the City;
- All issue must be resolved within 72 calendar hours of notification from the City (including initial site visit, material orders, material replacement, software updates, etc.) unless otherwise approved by the City.
- Workmanship of parts/software must be provided by factory certified personnel or factory certified installers.

Proposer must ensure all hardware, software and equipment chosen for the Project are not end-of-sale, end-of-support, end-of-life and the manufacturer will continue to provide a minimum of 10 year software and hardware support for products installed.

A.10. SPARE PARTS

An inventory of spare parts shall be provided by the Developer. The Developer shall provide these parts to the City upon project completion. An amount of 10-20 percent of key components by device is recommended. The Developer shall provide the list and quantity of key components proposed for spare parts to be approved by the City of Houston. The following shall be provided:

- Spare parts list of key components by device (including manufacturer’s information);
- Ensure the City of Houston inventory has 10-20 percent inventory of key components on hand upon completion of project;
- Replacement parts shall be of equal or greater value.



A.11. PROJECT MILESTONE DATES

The following are planned dates for the WBN Project:

Activity	Date
Planned Design-Build Contract Award Date	April 2020
Planned Design-Build Start Date	May 2020
Planned Project Closeout Date	May 2022



B. PROCUREMENT PROCESS

B.1. PROCUREMENT METHOD

The City of Houston reserves the right, in its sole discretion, to modify the following procurement process to comply with applicable law and/or to address the best interests of the City of Houston, including canceling the procurement.

The City of Houston will award the DBA (if at all) to the responsible Proposer meeting the high standards set by the City of Houston and which is determined by the City of Houston, through evaluation based upon the criteria set forth in the RFP, to provide the **best value** to the City of Houston.

The City of Houston will not review or consider alternative Proposals.

B.2. PROCUREMENT SCHEDULE

TABLE 1 – Procurement Schedule

Event	Date and Time
Issue RFP	December 20, 2019
Deadline for questions regarding the RFP	February 7, 2020
Questions relating to any Addendum	Three business days after the addendum is issued (but no later than 2 days before the Proposal due date)
Proposal's due	February 21, 2020, 1:00 PM (CST)

This schedule is subject to modification at the sole discretion of the City of Houston. Proposers will be notified of any changes by an Addendum to this RFP.

B.3. PRE-PROPOSAL MEETINGS

The City of Houston does not plan to hold joint informational meeting for this Proposal.

B.4. SYSTEM REQUIREMENTS REVIEW

The City of Houston will conduct a System Requirements (Attachment #3) review meeting post DBA award. The intent of this meeting is to review the system requirements to ensure the Developer and the City of Houston agree on the intent of each requirement. System requirements may be prioritized and possibly modified / removed to minimize Project costs. No changes will be made that modify the overall Project goals.



B.5. QUESTIONS AND CLARIFICATIONS

All inquiries regarding this solicitation is to be directed to the City Representative at:

patrick.nguyen@houstontranstar.org

Proposers are responsible for ensuring that any email clearly indicates in the subject line **“WBN Project”**.

B.6. ADDENDA

The City of Houston reserves the right, in its sole discretion, to revise, modify or change the RFP and/or procurement process at any time before the Proposal due date. Any such revisions will be implemented through issuance of Addenda to the RFP. All Addenda will be posted to the Project webpage. Proposers are responsible for monitoring the Project webpage for information concerning this procurement. Proposers shall acknowledge in the Executive Summary that they have received and reviewed all materials posted including Addenda, if any.

B.7. COMMUNICATIONS

The following rules of contact shall apply during the procurement period for the Project, which began on the date of issuance of the RFP, for Industry Review, and will be completed with the execution of the DBA. These rules are designed to promote a fair and unbiased procurement process. Contact includes face-to-face, telephone, facsimile, email or formal written communications.

Commencing with issuance of this RFP and continuing until the execution of the DBA, aside from the City of Houston’s formal response to written requests for clarification during the period officially designated for such purpose by the City Representative, neither Proposers nor persons acting on their behalf shall communicate or have contact with any appointed or elected official or employee of the City of Houston, their families, or staff in an attempt to persuade or influence the outcome of the award, or to obtain or deliver information intended to or which could reasonably result in an advantage to any Proposer. However, nothing in this paragraph shall prevent a Proposer from making public statements to the City Council convened for a regularly scheduled session after the official selection has been made and the award placed on the City Council agenda for action.

The Proposers shall not contact stakeholders regarding the Project. The stakeholders include elected or appointed officials, employees, representatives and members of the entities listed below:

- City of Houston (except as provided herein);
- Houston TranStar;

Any communications determined to be improper, at the sole discretion of the City of Houston, may result in disqualification.

Any official information regarding the Project only will be disseminated from the City of Houston via email from the City Representative or on the Project webpage. The City of Houston will not be responsible for any oral exchange or other information exchange that occurs outside of the official processes specified herein.



B.8. PROTEST PROCEDURES

A protest shall be handled according to the City of Houston Procurement Manual. A protest must be filed no later than 10 business days after earliest advertisement of intent to award (posted on website).

A protest shall be submitted in writing and include the following:

1. The name, address, e-mail, and telephone number of the protester;
2. The signature of the protester or its representative who has the delegated authority to legally bind the person protesting;
3. Identification of a solicitation description and the solicitation or contract number;
4. A detailed written statement of the legal and factual grounds of the protest, including copies of relevant documents, etc.; and
5. The desired relief or outcome.

B.9. DEBRIEFINGS

The results of the evaluation process will be posted on the website. The Proposer not selected for award may request a debriefing. Debriefings shall be provided at the earliest feasible time after execution of the DBA. The debriefing shall be conducted by a City official familiar with the rationale for the selection decision and DBA award. Debriefings shall:

- Be limited to discussion of the unsuccessful Proposer's Proposal and may not include specific discussion of a competing Proposal;
- Be factual and consistent with the evaluation of the unsuccessful Proposer's Proposal;
- Provide information on areas in which the unsuccessful Proposer's technical Proposal had weaknesses or deficiencies.

Debriefings may not include discussion or dissemination of the thoughts, notes, or rankings of individual members of the evaluation committee, but may include a summary of the rationale for the selection decision and DBA award.

B.10. THE CITY OF HOUSTON RESERVED RIGHTS

The City of Houston reserves all rights described herein and available at law, including, without limitation, all rights described in Subchapter I in Chapter 9 of Title 43 of the Texas Administrative Code.

This RFP does not commit the City of Houston to enter into a contract or proceed with the procurement described herein. The City of Houston assumes no obligations or liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred, or alleged to have been incurred, by parties considering a response to and/or responding to this RFP. All such costs shall be borne solely by each Proposer.

In no event shall the City of Houston be bound by, or liable for, any obligations with respect to the Project until such time (if at all) as a DBA, in form and substance satisfactory to the City of Houston, has been executed and authorized by the City of Houston, and then only to the extent set forth therein.



B.11. EXAMINATION OF RFP

Each Proposer shall be solely responsible for examining, with appropriate care and diligence, the RFP, including Reference Information Documents and Addenda, and material posted on the RFP webpage, and for informing itself with respect to any and all conditions that may in any way affect the amount or nature of its Proposal. The Executive Summary shall include an acknowledgement that the Proposer has received and reviewed all materials posted on the RFP webpage. Failure of Proposer to so examine and inform itself shall be at its sole risk, and the City of Houston will provide no relief for any error or omission.

Each Proposer is responsible for conducting such investigations as it deems appropriate in connection with its Proposal, regarding the condition of existing facilities and site conditions. Proposer's receipt of City of Houston furnished information does not relieve Proposer of such responsibility.

The submission of a Proposal shall be considered prima facie evidence that Proposer has made the above-described examination and is satisfied as to the conditions to be encountered in performing the Work, and as to the requirements of the Contract Documents.



C. SUBMISSION REQUIREMENTS AND EVALUATION

C.1. **SUBMITTING PROPOSAL**

To be considered for evaluation, Proposers shall submit six (6) bound hard copies (no 3-ring binders) and one (1) electronic copy (pdf files on a USB drive) of their Proposal in the manner described below. Any Proposer submitting a Proposal that does not conform to all the requirements of this RFP will be subject to disqualification. This RFP is designed to provide interested Proposers with sufficient basic information to submit a Proposal, but is not intended to limit a Proposal's content or exclude any relevant or essential data.

All (6) hard copies of the Proposal and one electronic copy of each shall be packaged in a single sealed envelope or other sealed container marked:

**City of Houston
Response to the Request for Proposals
for Design-Build Services for the Wireless Broadband Network Project**

Proposals shall be delivered by hand or courier to the following address:

Houston Transtar
Houston Public Works - Transportation and Drainage Operations
6922 Katy Road, 2nd floor
Houston TX, 77024
(Call 713-881-3172 from lobby)

Proposals will be accepted only at this address. The City of Houston will not accept facsimile or other electronic submitted Proposals. A receipt of Proposal package will be given by a member of the City of Houston staff. **Proposals will be accepted and must be received by the City of Houston after 8:00 AM and before 1:00 PM (Central Time) on the Proposal due date specified in section B.2.** Proposals not received between such times on the Proposal due date at the above address shall be rejected and will not be considered by the City of Houston.

Proposers are solely responsible for assuring that the City of Houston receives their Proposal by the specified delivery date and time at the address listed above. The City of Houston shall not be responsible for delays in delivery caused by weather, difficulties experienced by couriers or delivery services, misrouting of packages by courier or delivery service, improper, incorrect or incomplete addressing of deliveries and other occurrences beyond the control of the City of Houston.

C.2. **PROPOSAL CONTENT**

The Proposal shall consist of the following:

- Table of Contents;
- Executive Summary (See Section C.5. for more details);



- Technical Proposal;
 - Qualifications (See Section C.5.a. for more details)
 - Project Organization and Management
 - Personnel
 - Comparable Projects
 - References
 - Project Development Plan (See Section C.5.b. for more details)
 - Project Approach Plan
 - Project Management Plan
 - System Engineering Plan
 - Design-Build Management Plan
 - Quality Management Plan
 - Technical Solution (See Section C.5.c. for more details)
 - Description of how devices meet Project requirements
 - Proposer's approach for utilizing (and integrating with) existing systems to deploy the Project
 - High-level Network Diagram of Represented Components
- Appendix A:
 - Exhibit A – Proposal Letter (Attachment #5)
 - Exhibit B – MWBE Certification (Attachment #6)
 - Exhibit C – Buy America Certificate (Attachment #7)
- Appendix B – Equipment Submittals
- Appendix C – System Requirements Responses (Attachment #3)
- Appendix D – Resumes
- Appendix E – Price Proposal;
 - Price Proposal (Attachment #4)
 - Cost Realism
- Other requested documentation

The Proposal shall meet all requirements set forth in this RFP. All signatures shall be in blue ink.

C.3. PROPOSAL FORMAT

The Proposal shall contain concise written material and drawings enabling a clear understanding and evaluation of the capabilities of the Proposer and the characteristics and benefits of the Proposal. Legibility, clarity, and completeness of the Proposal are essential.

The Proposal shall meet the following requirements:

- Bound with all pages sequentially numbered;
- 40 pages maximum single sided or 20 pages maximum double sided (not including Appendix);
- Single-spaced;
- No smaller than 12-point Arial font (except for tables and figures which may use 10-point font);
- Spiral binding coil or equivalent (no 3-ring binders);



- 8 ½ x11-inch pages;
- 11x17-inch fold-out format for drawings, graphs, charts or maps only (if necessary). 11x17-inch foldouts may not include narrative text except for brief captions;
- All sections clearly labeled.

C.4. PROPOSAL EVALUATION CRITERIA

The City of Houston’s goal is to create a fair and uniform basis for the evaluation of the Proposals in compliance with all applicable legal requirements governing this procurement.

The City of Houston reserves the right to request that a Proposer clarifies its response, and the right to waive any formalities in considering responses. However, failure to furnish all information requested may disqualify a Proposer.

A committee will evaluate/review the Proposal and will give a numerical score for each Proposal according to the evaluation categories. Each area of the evaluation criteria must be addressed in detail in the Proposal (except for the presentation / interview component).

The **best value determination** will be based on the following weighted criteria:

Table 2 – Weighted Criteria

Weight	Evaluation Criteria	Calculation
20%	Qualifications	Qualifications Score x 0.20
20%	Project Development Plan	Project Development Plan x 0.20
40%	Technical Solution	Technical Score x 0.40
20%	Price	Price Score x 0.20

C.5. EXECUTIVE SUMMARY

The Executive Summary shall be written in a non-technical style and shall contain sufficient information for reviewers with both technical and non-technical backgrounds to become familiar with the Proposer’s Proposal and Proposer’s ability to satisfy the requirements. It shall, at a minimum, include the following:

- An explanation of the organization and contents of the Proposal;
- A summary of the Proposal;
- Acknowledgement of any Addendum and all material posted on webpage;
- A summary of the Proposer’s approach to satisfy the MWBE requirements.
- A summary of how Proposal satisfies Project requirements;
- Any benefit the Proposal provides to the City of Houston.



C.5.a. Qualifications

- **Project Organization and Management**

A project organization and management discussion should be provided. This shall include an organizational chart with indication of the key personnel to be involved and their respective role. The Respondents should also describe functions and responsibilities of all firms/contractors and staff involved. All individuals should be clearly delineated (Project Manager, Designer, R/F Engineer, Network Engineer, etc.), by names and titles and their key subject areas and tasks for this effort. Identify which functions the prime consultant will perform, which functions will be shared with a partner and which functions a sub-consultant / sub-contractor will perform. Indicate the percentage share of the contract work to be performed by each member of the Respondent's team (i.e., approximate percentage of work proposed for the prime and for each sub consultant – totaling 100%). After selection, no substitutions of key personnel may be made without prior approval by the City of Houston.

- **Personnel**

Respondents must understand they are expected to provide qualified personnel to accomplish each portion of the work. Project personnel should include qualified individuals with backgrounds in types of projects comparable to this project. The City of Houston considers a comparable project to be any project of similar size, scope, value and complexity, whether such a project was delivered through a DBA or otherwise. The key personnel (at a minimum) that should be identified are:

- Principal with authority to commit the resources of the Respondent's firm to the project;
- The individual proposed as the project manager must have experience in managing comparable WBN projects. The project manager must have demonstrated experience with oversight of sub consultant work;
- The individual proposed as the Network Engineer must have experience in designing and implementing computer networks;
- The individual proposed as the RF Engineer must have experience in the integration of comparable WBN projects;
- The lead design engineer must be a professional engineer licensed in Texas who can sign and seal all documents (can be the same as other key personnel assigned to project). The professional engineer must have experience in the design of comparable WBN projects.

- **Comparable Projects**

A summary table listing prior comparable projects should be provided. The table should include:

- A brief description of each project
- Role of the Respondents (including both prime and subs)
- Components deployed (and quantity)
- Role of key personnel,
- Size / cost of project,
- Client contact information.



- **References**

References shall be provided for all major components proposed for this Project; It is the City of Houston intent to use proven technologies. No “bleeding edge” or prototype technologies / products are permitted on this Project.

The Proposer shall provide three (3) references for each device. The references shall include the following:

- Name of reference
- Contact information (phone and email)
- Number of devices deployed
- Duration devices have been in operation (date installed)

References will be scored on a point system with 100 points being the maximum score. The City of Houston will contact references using a standard set of questions with point values associated with each. Responses will be scored and summed to obtain a value out of 100 possible points. The best value points for References will be calculated using the weighted formula in Table 2.

- **Resumes**

Submit detailed resumes in an Appendix D (maximum one (1) page each, not included in the overall page limit) for key personnel proposed for this project that include project specific qualifications.

Similar qualifications description and resumes should be included for key staff of the proposed sub consultants/contractors.

C.5.b. Project Development Plan

Proposers shall submit a Project Development Plan which shall consist of the following plans:

- Project Approach Plan
- Project Management Plan
- Systems Engineering Plan
- Design-Build Management Plan
- Quality Management Plan

The Project Development Plan shall provide information relevant for developing the Project management philosophy, systems engineering, plan and schedule for executing the Project including management structure and personnel; and the quality control procedures for any related contract administration, describing how the Proposer plans to achieve and satisfy the Project requirements.

The Project Development Plan shall be short and to the point “Straw-Man” documents. At a minimum, it shall be a response to the plans listed below. These plans will be scored and used to determine the **best value** Proposal. The Plans should not be cumbersome; however, should contain information necessary to manage and meet the requirements of this Project.



- **Project Approach Plan**

The Project Approach Plan shall describe the Proposer's approach to successfully completing this project on time, within scope and budget. It shall include, but not limited to:

- The developers approach to deliver the WBN project;
- A strategy to deploy each device and in which order;
- A strategy for device integration;
- A description of how device deployment can be prioritized based on City of Houston needs and priorities.
- **The City of Houston Plans to deploy this Project based on priorities / needs. Include a plan to access these needs and how the deployment plan may change accordingly.**

- **Project Management Plan**

The Project Management Plan shall set out the Proposer's organizational structure and management approach to coordination of all Project activities. The Project Management plan is intended to be a brief document that is useful for the project. It is anticipated that this document will be no more than 3 pages in length; however there is no set page limit. The subfactors are as follows:

- Schedule:
 - A Preliminary Project Baseline Schedule. A high level Critical Path Method schedule representing the Proposer's plan for completing the work be between notice to proceed and final acceptance;
 - A description of the approach used for preparing, controlling and updating the Project schedule;
- Preliminary list of Project deliverables;
- Inspection Process / Plan;
- Approach to identify, assess, manage, mitigate and allocate Project-specific risks;
- A MWBE Performance Plan and strategy describing the methods to be employed for achieving the goal including the Proposer's exercise of good faith efforts. The MWBE Performance Plan must at a minimum include the following:
 - A list of work planned for each MWBE participant;
 - The value of each MWBE participant will bring to the project;
 - A list of percentage planned for each MWBE participant;
 - Good faith efforts that will be exercised by the Proposer for the Project.

- **Systems Engineering Plan**

The Systems Engineering Plan shall describe the Proposer's systems engineering approach for the Project. The Systems Engineering plan is intended to be a brief document that is useful for the project. It is anticipated that this document will be no more than 3 pages in length; however, there is no set page limit. The subfactors are as follows:

- A description of how the "V" systems engineering model applies to this Project;
- A description of the proposed approach to perform systems engineering on this Project;



- A description of how the provided Requirements documents would be reviewed and refined as needed;
- A strategy to meet and test Project requirements;
- System testing and verification process;

- **Design-Build Management**

The Design-Build Management approach shall present the Proposer's approach for performing design, construction and integration on the Project. The Design-Build Management plan is intended to be a brief document that is useful for the project. It is anticipated that this document will be no more than 3 pages in length; however, there is no set page limit. The subfactors are as follows:

- A description of the management approach for development and coordination of design;
- A description of the proposed approach for delivering the design for the Project, including where the designers will be located and how designs developed by different firms and offices will be integrated and coordinated to ensure consistency and quality;
- A description of the management approach for construction, including how design will be integrated with construction and how the work will be divided and controlled;
- A description of how the Proposer will manage staged construction, including how it will simultaneously manage construction with on-going operation and maintenance activities;
- A description of the management approach for integration, including how construction will be integrated and how the work will be divided and controlled.

- **Quality Management Plan**

The Quality Management Plan shall describe the Proposer's quality approach to design, systems engineering, construction and integration for the Project. The Quality Management plan is intended to be a brief document that is useful for the project. It is anticipated that this document will be no more than 3 pages in length; however, there is no set page limit. It shall describe how quality will be managed throughout the lifecycle of the Project. The subfactors are as follows:

- Description of the approach the Developer will use for managing quality (assurance, control, requirements, measurement) throughout the Project's life cycle;
- For the design quality component, a description of the design deliverable process, a description of the internal process for reviews and a description of the quality assurance and quality control functions.
- For the construction and integration quality component, a description of the approach to quality assurance, acceptance testing and inspection, and how construction and integration deficiencies and non-compliance issues will be documented and corrected.
- Description of the approach the Developer will follow to comply with the City of Houston Standard specifications for change orders, testing laboratory services, submittals, traffic control, etc.
- The Quality Management Plan shall adhere to requirements in FHWA 23 CFR 637.

C.5.c. Technical Solution

The Technical Solution shall include:

- Proposer's description of how each WBN devices meets Project requirements;



- Proposer’s approach for utilizing (and integrating with) existing systems to deploy the Project;
- A high-level network diagram with all components represented.
- Responses to WBN System Requirements spreadsheet – Update the WBN System Requirements (Attachment #3) by completing the two (2) columns labeled “Compliant:” and “Describe/explain how Vendor meets or exceeds specifications” for **ALL requirements listed**. Completed responses to the WBN System Requirements shall be included in Appendix C of the Proposal document.
 - Requirements labeled Optional are considered ‘preferred’ requirements for this project and not required. However, additional points will be added to the score reflecting the Proposer’s ability to provide Optional requirements (See Section C.6. Scoring for more details).

C.5.d. Price

The Price Proposal shall be completed using Price Proposal spreadsheet (Attachment #4) and to be included in Appendix E of the Proposal document. The Grand Total Price shall include all costs necessary to complete the Project as described in this RFP.

- Proposer must provide cost break-down for ALL items in Construction Total (Attachment #4 - Item 4). Detailed information of this break-down can be found in Section A.2. of this RFP.
- Mobilization (Attachment #4 - Item 10) – This line item refers to the cost associate with mobilizing construction equipment and facilities onto the site. Refer to City’s Standard General Requirement document #1502.

The Proposer shall also briefly describe the Cost Realism of the Price Proposal including:

- A brief summary of how the various prices were obtained;
- Are the prices realistic for the work to be performed;
- Reflect a clear understanding of the system requirements;
- Are prices consistent with the Proposer’s technical proposal;
- Will satisfactorily meet all contract requirements at the proposed price.

The score will reflect the combination of Price Proposal and Cost Realism (See Table 3 in Section C.6.a. for more details).

C.6. SCORING

Each RFP item will be reviewed and scored by a panel of City of Houston staff. The Proposers with the highest three scores shall move on to the Presentation phase of the selection process. Upon completion of the Presentation phase, a Best Value Score will be determined based on the RFP response score and Presentation score.



C.6.a. RFP Score

The following criteria in Table 3 below will be used to determine the RFP score

Table 3 – Scoring Matrix

Evaluation Criteria	Weight (%)	Maximum Points
Qualifications		
	20	100
Organizational Structure (chart)		25
Team Capabilities		25
Experience of Key Personnel		25
Comparable Projects		15
References		10
Project Development Plan		
	20	100
Project Approach Plan		40
Project Management Plan		15
System Engineering Plan		15
Design-Build Management Plan		15
Quality Management Plan		15
Technical Solution		
	40	100
Requirement Response		25
Deployment Approach		25
Device Description		20
Network Diagram		20
Optional Requirements		10
Price*		
	20	100
Price Score		75
Cost Realism		25

*The score for Price category is based on two elements (Price Score and Cost Realism). The Proposal with the lowest submitted price will receive maximum 75 points. Other Proposals received shall be scored using the following formula:

$$\text{Other Price Proposal Score} = \text{Lowest Price Proposal (\$)} \div \text{Other Price Proposal (\$)} \times 75$$

The other 25 points shall be based on Cost Realism of the Price Proposal.



Table 4 below will be used to evaluate and score the Qualifications, Project Development Plan and the Technical Solution. Each item will be reviewed and will be assigned a qualitative rating by the City of Houston, which will be converted to points. The points for each item will be added to determine the Proposal's score.

Table 4 – Qualitative Rating

Adjective Rating	Description
Excellent	The Proposal greatly exceeds the stated requirements / objectives, offering material benefits and/or added value and providing assurance that a consistently outstanding level of quality will be achieved. There is very little or no risk that the Proposer's team would fail to satisfy the requirements of the Project. Weaknesses, if any, are very minor and can be readily corrected. Significant unique and/or innovative characteristics are present.
Very Good	The Proposal significantly exceeds the stated requirements / objectives, offering advantages, benefits and/or added value and providing assurance that a level of quality will be achieved that is materially better than acceptable. There is little risk in that Proposer's team would fail to satisfy the requirements of the Project. Weaknesses, if any, are very minor and can be readily corrected. Some unique and/or innovative characteristics are present.
Good	The Proposal materially exceeds the stated requirements / objectives and provides assurance that the level of quality will meet or exceed minimum requirements. There may be a slight probability of risk that Proposer's team may fail to satisfy the requirements of the Project. Weaknesses are correctable or acceptable per minimum standards.
Fair	The Proposal marginally exceeds stated requirements / objectives and provides satisfactory assurance that the level of quality will meet or marginally exceed minimum requirements. There may be questions about the likelihood of success and there is risk that the Proposer may fail to satisfy the requirements of the Project. Weaknesses are correctable or acceptable pre minimum standards.
Meets Minimum	The Proposal meets stated requirements / objectives and provides satisfactory assurance that the minimum level of quality will be achieved. There may be questions about the likelihood of success and there is some risk that Proposer's team may fail to satisfy the requirements of the Project. Weaknesses are correctable or acceptable per minimum standards.

C.6.b. Presentation / Interview

Only the top 3 Proposers will be given the opportunity to provide a presentation summarizing their Proposal. The following are requirements for the presentation:



- One hour presentation maximum;
- 30-minute introduction of the team and presentation;
- 30-minutes to answer questions from the review committee;
- Maximum of 5 members of the Proposer's team shall be allowed to attend.

The presentation / interview component of the procurement process shall be scored based on answers to questions and quality of the presentation. Each panel member will be scoring the presentation based on the Proposer's ability to present Project details and key components of their Proposal. Also, the Proposer's response to questions will be scored. The Presentation will be scored on a point system with 100 points being the maximum score.

C.6.c. Best Value Score

Best value score shall be calculated as follows:

$$\begin{array}{r} \text{RFP response score} \times 0.7 \\ + \quad \text{Interview score} \times 0.3 \\ \hline = \quad \text{Grant Total Score} \end{array}$$

The Proposer with the highest Grand Total Score shall be selected and can proceed with execution of a DBA with the City of Houston.